



Commonwealth of Massachusetts

Department of Public Safety

Office Use
Only

C304 Ticket Booklet Application

Rev. 12-10

Pursuant to Chapter 304 of the Acts of 2004, each Massachusetts municipality wishing (not mandatory) to join the Non-Criminal Code Violation Notice Ticket Booklets Program, please complete this application and submit it along with an official (municipal letterhead) letter stating the facts regarding the municipal hearings officer's appointment, and the date/location of training to Bonnie.Davis@state.ma.us or Bonnie Davis, Program Coordinator, Department of Public Safety, PO Box 779, Tewksbury, MA 01876-0779.

One complimentary ticket booklet will be distributed to the municipal Fire Department and Building Department that provides the required information. (Official memos and instructions are enclosed with each booklet.)

Fire Officer Designated To Receive Ticket Booklet:

(Please Print)

Name _____ Title _____ Department _____

Address _____ Zip Code _____

Street #

Town/City

Office Phone _____ Cell Phone _____ Fax _____

E-Mail Address _____

Building Inspector/Commissioner To Receive Ticket Booklet:

(Please Print)

Name _____ Title _____ Department _____

Address _____ Zip Code _____

Street #

Town/City

Office Phone _____ Cell Phone _____ Fax _____

E-Mail Address _____

Hearings Officer (Business Only) To File:

(Please Print)

Name _____ Title _____ Department _____

Address _____ Zip Code _____

Street #

Town/City

Office Phone _____ Cell Phone _____ Fax _____

E-Mail Address _____

Printed Name - Town/City Official

Title

Signature

Date

The information on this application is subject to public disclosure under the Public Records Law.